

**Quakers in Yorkshire
Trustees**
**Minutes for meeting
held at Carlton Hill on Saturday 17 September 2022**

Present: Gavin Burnell, David Bunney, Pat Gerwat, David Olver, Chris Petrie, Digby Swift, Richard Vesey.

Prevented: Peter Jarman, Ruth McTighe.

Quaker Faith & Practice 14.07 was read in our opening worship.

QYT-2022-09-01. Minutes

The minutes of the meeting held on 18 June 2022 have been circulated electronically and received today.

QYT-2022-09-02. Clerk's Report

We receive paper QYT-2022-09-02 with the Clerk's report. This covers the following items: July quarterly meeting; Glenthorne 2021 report and accounts; QiY Annual report and accounts; QiY Support Role; Bootham School; Trustees ending service.

We have discussed issues around blended meetings at the quarterly meetings. We accept that it is desirable but we are aware that providing online access increases the complexity for the clerks.

We ask our Clerk to investigate a location to store any equipment owned by QiY. We will cover any costs, including insurance.

QYT-2022-09-03. Simplifying charitable functions (GRASP)

(a) Report on meeting with AM Trustees

We receive a report on a meeting with trustees from Central Yorkshire AM and Craven & Keighley AM (paper QYT-2022-09-03) held on 12 July 2022. The meeting considered the issues facing the AM trustees, particularly financial administration, property management and good implementation of policies. There was a strong feeling that QiY should take the initiative in considering mergers and collaboration, echoing the developments in Wales and London. A range of options were explored from no change to merging AMs in QiY.

The meeting recommended that QiY trustees should ask the trustees of all the QiY AMs if they are willing to explore the potential benefits of working together and even merger. The meeting also agreed that we ought to have confidence in our processes, that we have a strong story to tell (including the forthcoming 400th anniversary of the birth of George Fox in 2024).

We have heard that Sheffield & Balby AM is sending a minute asking QiY Trustees to explore merging AM trustees.

(b) Next stage

We have had an extensive discussion of the options for the next stage (paper 2022-09-04).

We note that our Area Meetings are moving in the direction of using more professional support.

We agree that QiY Trustees should take the lead in setting up a meeting (or series of meetings) with representatives of trustees from all seven Area Meetings. The objective being to explore how to simplify charitable functions across QiY.

We ask that GRASP issues are on the agenda of a future quarterly meeting.

QYT-2022-09-04. Yorkshire Youth Work

(a) Youth Development Worker

We are pleased to hear of the extensive work of Jo Baynham (Yorkshire Youth Development Worker). He has initiated new developments, assisted Area Meetings, supported Junior Holidays and Holiday School, and continued the projects started by Lee Lester.

We hope that his work will enthralling Friends to volunteer to help with youth activities.

We recommend that the Yorkshire Youth Development Worker is made an ex-officio member of the QiY Arrangements Committee.

(b) Junior Holidays and Holiday School

We have heard reports from Junior Holidays and Holiday School. The Junior Holidays in June at Nell Bank, Ilkley was full with 33 children and the second event of the year is this weekend and has a waiting list.

Holiday School took place between 21 and 28 August 2022 at Bootham School and seemed to be successful, but there were fewer young friends than before the pandemic.

QYT-2022-09-05. Safeguarding

Ruth McTighe reports that there were no safeguarding issues at Holiday School or Junior Holidays this summer. She is intending to make progress with implementing risk assessment and training (see June Minute QYT-2022-06-03).

QYT-2022-09-06. QiY Support Role

We have heard of the work of Ellie McCarthy in the QiY Support Role. She is editing and publishing the quarterly newsletters and she has developed an initial version of a database of role-holders in local and area meetings.

QYT-2022-09-07. Financial matters

(a) Financial report

Chris Petrie has presented his financial report (paper QYT-2022-09-05). The value of our investments has fallen by 15% this year due to the downturn in the stock-markets. The income from investments is higher than last year.

(b) Glenthorne

We thank Glenthorne Trustees for repaying all the outstanding repayments on the loan, leaving an outstanding loan of £16,000. This is to be repaid by 2026.

(c) Investment meeting

We ask the Treasurer to arrange our annual meeting with Rathbones and the Investment Group (David Olver, Chris Petrie, Richard Vesey).

(d) Easter Settlement deposit

Cober Hill Guest House, venue for Easter Settlement, is now asking for a deposit of 50% of costs to be paid six months in advance. We understand that Easter Settlement Arrangements Committee has serious concerns about the venue and is considering either going elsewhere or having the event online. Chris Petrie is in discussion with the Treasurer of the Cober Hill Charitable Trust.

(e) Applications for grants

(i) We record that, further to minute QYT-2022-06-08, a formal application was received from Craven & Keighley AM for Airton Meeting in July. We agreed by email to approve a grant of £4,000.

(ii) There have been no applications for new grants. This is worrying as it might indicate little activity in local meetings. Only three requests for Outreach grants have been received this year. A piece has been put into the October newsletter encouraging applications.

QYT-2022-09-08. Raising funds for QiY

Further to minute QYT-2022-06-08, we have considered proposals for raising income to pay for QiY activities (paper QYT-2022-09-06).

Between 2016 to 2019 the QiY income from Area Meetings was supplemented by a grant from the Sir James Reckitt charity and from running down the cash in our bank accounts. The Covid pandemic in 2020 and 2021 led to a major reduction in expenditure and hence the need for income. In 2020 the grant stopped and the cash reserves had been depleted to a minimum level. In 2022 the QiY expenditure has started to return to the pre-pandemic levels. In future inflation will increase costs.

If QiY is going to continue to provide the range of services expected, then we need to supplement the income contributed by AMs.

We agree to divide the costs into core costs and support costs. The core costs would be contributed by AMs on a per capita basis. The support costs would be obtained by appealing for donations from Friends and meetings.

Core costs are those arising from running the QiY charity – the cost of holding Quarterly Meeting, insurance, safeguarding, newsletter, subscriptions, bank charges, professional support for volunteers running events.

Support costs are those QiY events and activities which QiY oversees for the benefit of all Friends in Yorkshire - Outreach Projects, Junior Holidays, Yorkshire Friends Holiday School, and Easter Settlement.

The core costs are expected to be between £4,300 and £5,800 p.a. If we budget for the higher amount and ask AMs to contribute the core costs it would be covered by a contribution of £5 per member. We agree to aim to keep this level for a number of years.

Based on the pre-2020 experience and allowing for inflation, the support costs are expected to be between £6,700 and £10,400. This is the amount needing to be raised by donation. The income should be put into an unrestricted fund.

QYT-2022-09-09. Annual Risk Register

The QiY Risk Register for 2021 was approved in September 2021 and we agreed it should be reviewed annually (paper QYT-2022-09-07).

We have reviewed the entries and updated the Risk Register. The Clerk will circulate the amended Risk Register for 2022.

QYT-2022-09-10. QiY policies

We note for the record that the following QiY policies have been approved by Trustees and are on the website: <https://quakersinyorkshire.org.uk/policies/>

Health and Safety Policy	no date
Hiring Room Guidelines	no date
Reserves Policy	approved April 2017
Investment Policy	approved September 2020
Data protection policy	approved November 2020
Guidelines for archive deposit	approved November 2020
Financial Procedures	revised September 2021
Safeguarding Policy	approved June 2021 – reviewed annually
Risk Management and Risk Register	approved September 2021 – reviewed annually
Policy and Guidelines for supporting gender diverse young people	approved February 2022

We agree to review the Health and Safety Policy and the Hiring Room Guidelines at our next meeting.

We also agree to review all policies at not less than every 3 years – unless otherwise stated.

QYT-2022-09-11. Dates of meetings in 2023

We agree to meet on the following dates in 2023. We hope to meet at Carlton Hill Meeting House.

Saturday 18 February 2023

Saturday 17 June 2023

Saturday 16 September 2023.

QYT-2022-09-12. Date of next meeting

Saturday 18 February 2023, 10.30 to 13.00

David Olver, 17 September 2022